



GIS Analyst
Geology and Earth Resources Division
Recruitment # 2006-12-2384

The **Division of Geology and Earth Resources** is Washington's geological survey, which collects, develops, uses, distributes, and preserves geologic information to promote the safety, health, and welfare of the citizens, protect the environment, and support the economy of Washington. The Division's programs include geologic mapping, preparation of geologic hazard assessments, mineral resource assessments, the regulation of surface mine reclamation, and the regulation of oil and natural gas exploration and development. For more information on the Division of Geology and Earth Resources, go to www.dnr.wa.gov/geology.

The mission of the **Department of Natural Resources (DNR)** is to provide professional, forward-looking stewardship of our state lands, natural resources, and environment. The DNR provides leadership under the Commissioner of Public Lands, an elected official, in creating a sustainable future for the State Trust Lands. The DNR manages over five million acres of state-owned land that includes forest, range, commercial, agricultural and aquatic lands. Since 1970, DNR-managed lands have generated \$6 billion that support public schools, state institutions and county services. These lands also provide public benefits that include fish and wildlife habitat, clean and abundant water and public access to outdoor recreation. The DNR operates with a biennial budget of approximately \$400 million and has over 1300 employees. For more information about the department, see the DNR website at www.dnr.wa.gov

Job Classification:	Information Technology Specialist 3
Type of Position:	This is a permanent position. This position is represented by the WFSE. Once appointed to this position the incumbent will be required to pay union dues or other representation fee within the first 30 days of employment.
Monthly Salary Range:	\$3540 – \$4531
Benefits Package:	Health and dental insurance, retirement pension, vacation, sick leave and holidays
Posting Date:	December 8, 2006
Closing Date:	Open until filled—first screening January 3, 2007
Location:	Olympia, Washington

POSITION PROFILE

As a part of the Division of Geology and Earth Resources GIS/Editing team, uses high-level GIS skills to input, structure, analyze, convert, and maintain spatial and tabular geologic data and to generate maps, all in support of the Division's scientific analysis, publication, data preservation, and data distribution functions. Participates in the design and maintenance of mission-critical geospatial and tabular databases. Participates in the development of GIS procedures and provides training and support to the Division's GIS users across multiple software and hardware platforms. Participates in development of the Division's internet presence.

REQUIRED POSITION QUALIFICATIONS

This position requires the incumbent to have the following knowledge and skills in order to perform the essential functions described above:

- Proficiency in data analysis in ArcGIS (v. 9) and understanding of major GIS concepts.
- Proficiency in Adobe Illustrator (v. CS or CS2) or other major illustration/layout program.
- Demonstrated ability to produce publication-quality scientific maps from GIS data, using a combination of GIS software and professional illustration software.
- Working knowledge of the Unix operating system.
- Skills in oral and written communication including communication of technical information.
- Ability to communicate effectively with internal and external groups and individuals for the development and distribution of data.

This level of knowledge and skill is demonstrated through the ability of the incumbent to work within established procedures, methods, and standards under minimal supervision with general guidance of a higher-level manager. Performs a variety of complex work assignments with responsibility for ensuring that work product meets desired objectives. Assignments may require analysis of data or findings. Has full authority to prioritize and handle all work within assigned area of responsibility.

This level of knowledge and skill is typically achieved after:

- A Bachelor's degree in geography, natural science, or a closely related discipline with an emphasis on GIS.
- Two years experience in data analysis and cartography in ArcGIS (v. 8 or 9).
- Two years experience making complex maps from GIS data using a combination of ArcGIS software and professional illustration software (Adobe Illustrator or similar).

DESIRED POSITION QUALIFICATIONS

- College coursework in geology.
- Proficiency in Avenza MAPublisher (v. 6), Adobe Photoshop (v. 7, CS, or CS2), Adobe Acrobat (v. 6 or 7), and the Microsoft Office suite, including Access.
- Familiarity with cartographic concepts.
- One year experience producing professional-quality web pages.
- One year experience developing websites that allow users to query data interactively.

WORKING CONDITIONS

- Office based position that may require occasional evening and/or weekend work to meet critical deadlines.
- Occasional travel may be required to attend training and conferences.

WHO MAY APPLY

This recruitment is open to anyone who meets the required qualifications for this position.

APPLICATION PROCESS

To be considered for this position please submit:

- A letter of interest describing how your experience and qualifications relate to the job profile and the required and desired position qualifications. Indicate in your letter of interest how you learned of this opportunity.
- A current resume.
- An online voluntary [Applicant Profile Questionnaire](#).

The first screening will be based on information contained in your letter of interest and your resume.

Submit all materials by the closing date to:

Electronic method preferred	OR other method
dnrrecruiting@dnr.wa.gov	Roberta Searles Department of Natural Resources PO BOX 47033 Olympia, WA 98504-7033

NOTE: Please indicate *GIS Analyst recruitment #2006-12-2384* in the subject line of your e-mail.

By submitting the application materials you are indicating that all information is true and correct to the best of your knowledge. You understand that the state may verify information and that untruthful or misleading information is cause for removal from applicant pool or dismissal if employed.

For questions on the technical aspects of the position, please contact Karen Meyers at karen.meyers@dnr.wa.gov or (360) 902-1461; for general hiring questions, please e-mail DNRrecruiting@dnr.wa.gov.

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